

CITY OF OREM  
CITY COUNCIL MEETING  
56 North State Street Orem, Utah  
March 28, 2023

3:00 P.M WORK SESSION - CITY COUNCIL CONFERENCE ROOM

CONDUCTING	Mayor David A. Young
ELECTED OFFICIALS	David Young, Jeff Lambson, Debby Lauret, David Spencer, Terry Peterson, Lanae Millett and Tom MacDonald.
APPOINTED STAFF	Brenn Bybee, Acting City Manager; Keri Rugg, Management Services Director; Ryan Clark, Acting Assistant City Manager/Development Services Director; Steve Earl, City Attorney; Brandon Nelson, Finance Director; Chris Tschriki, Public Works Director; Bryce Merrill, Library and Recreation Director; Mike Paraskeva, Police 1st Lieutenant; Thayne Carter, Fleet Section Manager; Reed Price, Assistant Public Works Director; Tyler Peay, Public Services Division Manager; Peter Wolfley, Communications Manager, PIO; Jason Bench, Assistant Development Services Director; Jesse Riddle, Director of Legislative Counsel; Carson Hardy, Management Analyst; Trevor Bell, Budget Division Manager; Carlo Okolowitz, IT Division Manager; Teresa McKitrick, City Recorder

**NOTE: The referenced report and presentation documents for each discussion may be viewed at [orem.org/meetings](http://orem.org/meetings) under “City Council Presentations”**

Groundbreaking of New City Administrative Building 3-3:30 pm - Ceremony |  
3:30-4 pm Refreshments

Welcome: Lane Gray, Project Manager, City of Orem

Acknowledgements & Introductions: David Young, Mayor, City of Orem

Partner Remarks: Joe Smith, Principal, City of Orem

Brian McBeth, Construction Manager, Layton Construction

City Remarks: Dave Spencer, Councilmember, City of Orem  
Brenn Bybee, Acting City Manager, City of Orem  
David Young, Mayor, City of Orem

Honorary Groundbreakers: David Young, Mayor; David Spencer, councilmember; Terry Peterson, councilmember; Debbie Lauret, councilmember; Lanae Millett, councilmember; Tom Macdonald, councilmember; Brenn Bybee, Acting City Manager; Jason Bench, Assistant Development Services Director; Carlo Okolowitz, IT Division Manager, Keri Rugg, Management Service Director; Lane Gray, Capital Projects Manager; Byron Workman, Building Maintenance Division Manager; Ryan Clark, Acting Assistant City Manager/Development Services Director; Abbey Rindlisbacher, Miss Orem;

FY - 2023-2024 BUDGET: Operational , Fleet & IT Changes: Presenter: Brandon Nelson, Finance Director; Thayne Carter, Fleet Section Manager; Carlo Okolowitz, IT Division Manager

Mr. Carter presented the Fleet Replacement FY 2024 budget plan. There is an increase of 25% in vehicle pricing from 2023 to 2024. From the General Fund, police will need 4 task force vehicles, 9 patrol hybrid police utility vehicles and 4 investigation vehicles. Fire will need 1 ambulance and 1 Battalion Chief pickup. Parks will need 1 large riding mower, 1 riding mower (repurposed), 1 truck (repurposed), 2 utility vehicles.

From the Enterprise Fund, traffic will need a bucket truck. Storm water needs a backhoe, jet rodger, a sweeper, a dump truck, a small mower, and a pick up. Streets will need 2 backhoes, a front loader and 10 wheel water tanker. Streets will also need an asphalt roller and a two ton dump truck. Water Reclamation will need a loader, a one ton dump and a pick up. Water will need 3 backhoes, a loader, 2 pickups, a hydro excavator, and 1 excavator.

Three ways that the fleet department can save funds: save up for purchases, use lease options and use the buyback program.

Mr. Okolowitz with Information Technology presented the 2022-2023 accomplishments including new redundant firewall, core routers were replaced, rebuilt senior center network, IBM database server replaced, Public Safety database migrated, implemented cyber security services, library ILS migrated, ArcGIS upgraded, MFA Rollout and password policy, new employee portal and steering committee. Current projects underway are expanding to an office data center, expanding warm backup database servers, park network installs, public access firewalls, PCI-DSS compliance, cyber security training, replacing police laptops, water AMI program, treatment plant network and fire station networks.

Focus for 2023-2024 is security enhancements and disaster recovery & risk management. For security enhancements they will renew arctic wolf, hire a network engineer, public interface updated, bitwarden password management and PCI-DSS compliance. For disaster recovery and risk management they will be adding a database mirror, a backup storage system, hypervisor cluster of data center and google workspace backup. IT will also be looking to add a GIS administrator for mapping. Upgrades will also be made to many versions of software currently

being used. Ms. Lauret asked about the rotation of computers for employees, Mr. Okolowitz explained that the rotation can be dependent on job duties. Most computers are less than 5 years old.

Mr. Nelson will be presenting on the Operation Expansion for FY 2024. Expansion requests are from departments and are over and above what they are currently budgeted for. Fire requested uniforms and to add a fire prevention division. Development services requested digital building code books. Public works requested adding a Park Technician, Parks, Crew Leader and for Hillcrest and Heritage Park they have requested funds for maintenance and supplies. Police requested software maintenance, forensic nursing services, a drone program and Flock Safety license plate reader program.

Other requests are LinkedIN learning for the library and funding for the farmers market concert program. Facilities has requested facilities management software. Recreation is requesting funds for maintenance and repair. Information technology is requesting an IT Network Engineer, a GIS administrator and funds for software and services.

Current expansions include Family City USA signs, Scera pool bathroom repairs, Revitalize State Street Plan and apprentice IT programmers.

FY - 2023-2024 BUDGET: All Sales Tax Revenue Estimates *Presenter: Brandon Nelson, Finance Director*

Mr. Lauret had questions about how Sales Tax Revenues were calculated in the March 14, 2023 city council work session. Mr. Nelson presented his format for calculating sales tax. The estimation is not full proof against an extreme recession.

#### CITY COUNCIL REPORTS (BOARDS & COMMISSIONS, NEW BUSINESS, ETC.)

Due to time constraints Mr. Spencer will present next month

#### AGENDA REVIEW & PREVIEW OF UPCOMING AGENDA ITEMS

The mayor and city council reviewed the upcoming items on the agenda.

#### CITY COUNCIL REPORTS (BOARDS & COMMISSIONS, NEW BUSINESS, ETC.)

#### **6:00 P.M. REGULAR SESSION - COUNCIL CHAMBERS**

##### CONDUCTING

Mayor David A. Young

##### ELECTED OFFICIALS

David Spencer, Terry Peterson, Jeff Lambson, Debby Lauret, Lanae Millett and Tom Macdonald..

##### APPOINTED STAFF

Brenn Bybee, Acting City Manager; Keri Rugg, Management Services Director; Ryan Clark, Acting Assistant City Manager/Development Services Director;

Jason Bench, Assistant Development Services Director;  
Steve Earl, City Attorney; Bryce Merrill, Library and  
Recreation Director; Chris Tschirki, Public Works Director;  
Peter Wolfley, Communications Manager, PIO; Carlo  
Okolowitz, IT Division Manager; Carson Hardy,  
Management Analyst; Teresa McKittrick, City Recorder

## **CALL TO ORDER**

**INVOCATION / INSPIRATIONAL THOUGHT** – Karen Adamson

**PLEDGE OF ALLEGIANCE** – Carson Hardy

## **MAYOR’S REPORT/ ITEMS REFERRED BY COUNCIL**

**NASA TechRise Presentation from Parkside Elementary** *Presenter: Peter Wolfley, Communications Division Manager; Rachel Grindstaff, Parkside Elementary Teacher*

Mr. Wolfley introduced Ms. Grindstaff and her students from Parkside Elementary school. The students project will be launched in Arizona this summer. The project is studying pollution and solar paneling. This is part of the afterschool STEAM program. Out of hundreds there were 60 projects chosen but they are only 1 of 2 6th grade classes chosen.

**URPA (Utah Recreation and Parks Association) Award Recognition for Gena Bertelsen, Senior Center Supervisor, and Jason Cordner, Public Works Field Supervisor** *Presenter: Bryce Merrill, Library and Recreation Director ; Chris Tschirki, Public Works Director*

**Ms. Millett moved** that the URPA Award Recognition for Gena Bertelsen and Jason Cordner be rescheduled to April 11, 2023, **seconded** by Mr. Macdonald. Those voting yes: David Young, David Spencer, Debby Lauret, LaNae Millett, Jeff Lambson, Terry Peterson and Tom Macdonald. The motion **passed**.

## **PERSONAL APPEARANCES**

Lewis Barton is concerned about the current housing market crisis. He would like the current Orem code changed to allow more than 3 individuals in a single family home.

## **CONSENT ITEMS**

**Approval of Meeting Minutes for January 10, 2023 and January 24, 2023**

**Mr. Spencer moved** to approve the minutes for January 10, 2023 and January 24, 2023. Mrs. Lauret **seconded** the motion. Those voting yes: David Young, David Spencer, Debby Lauret, LaNae Millett, Jeff Lambson, Terry Peterson and Tom Macdonald. The motion **passed**.

## SCHEDULED ITEMS

**9.1 PUBLIC HEARING – Amending Appendix A of the Orem City Code by enacting Standard Land Use Code 6266 Pediatric Palliative Care Facility and enacting 22-6- 9(N) Pediatric Palliative Care Facility in Chapter 22 of the Orem City Code. Presenter: Jason Bench, Assistant Development Services Director**

This ordinance would allow Brades' Place to open a Pediatric Palliative care facility in a residential zone. The amendment would allow a Pediatric Palliative Care facility as a conditional use only on a property for which a conditional use permit and a site plan have previously been approved for a Residential Health Care Facility or Residential Health Care Facility for the Elderly and which has been operated as one of those uses with at least eight residents.

Open for public hearing at 6:37

An Orem citizen living in that area showed support for this addition to the neighborhood.  
Closed for public hearing at 6:38

**Mr. Macdonald moved** for the approval of Amending Appendix A of the Orem City Code by enacting Standard Land Use Code 6266 Pediatric Palliative Care Facility and enacting 22-6- 9(N) Pediatric Palliative Care Facility in Chapter 22 of the Orem City Code, **seconded** by Ms. Lauret. Those voting yes: David A. Young, David Spencer, LaNae Millett, Debby Lauret, Jeff Lambson, Terry Peterson and Tom Macdonald. The motion **passed**.

**9.2 PUBLIC HEARING - Amending Section 22-5-3(A) and the zoning map of the City of Orem by changing the zone of approximately .27 acres, as shown in Lot 1 of the preliminary plat, of the property located generally at 845 North State Street from the C3 zone to the C2 zone. Presenter: Jason Bench, Assistant Development Services Director**

This location at 845 N State Street would be changed zones from the C3 to the C2 zone. This would make the property the same zone as the adjacent property. Planning commission made a recommendation to rezone this property.

Open for public hearing at 6:52

An Orem Citizen was concerned if this change would allow residential housing.  
Closed for public hearing at 6:54

**Mr. Spencer moved** for the approval of Amending Section 22-5-3(A) and the zoning map of the City of Orem by changing the zone of approximately .27 acres, as shown in Lot 1 of the preliminary plat, of the property located generally at 845 North State Street from the C3 zone to the C2 zone. **seconded** by Mr. Lambson. Those voting yes are Tom Macdonald, Debbie Lauret, David Spencer, and Jeff Lambson. Those voting no are David Young, Terry Peterson and Lanae Millett. The motion **passed**.

**9.3 RESOLUTION - Amending the City Council Meeting Policies and Procedures** *Steve Earl, City Attorney*

Mr. Earl is amending the City Council Rules of Order (formerly known as Policies and Procedures) for minor modification of the rules that govern the conduct of meetings. Most changes are technical changes to make language consistent with State Law.

**Mr Spencer moved** to amend the City Council Meeting Policies and Procedures, **seconded** by Mr. Peterson. Those voting yes: David Young, David Spencer, LaNae Millett, Debby Lauret, Jeff Lambson, Terry Peterson and Tom Macdonald. The motion **passed**.

**CITY MANAGER INFORMATION ITEMS**

Mr Bybee reminded the city council of three items. First, there is a neighborhood meeting that is scheduled for tomorrow, March 29, 2023 in City Chambers at 7 PM. Second, on Thursday, March 30, 2023 the annual Scera Gala at 5 PM. Third, after the meeting tonight there are treats to celebrate Ms. Millett's birthday.

**ADJOURNED TO CLOSED SESSION** To discuss pending or reasonably imminent litigation; the character or professional competence of an individual; or the purchase or lease of real property.

**Mr. Macdonald moved** to adjourn the meeting to a closed session to discuss pending or reasonably imminent litigation; the character or professional competence of an individual; or the purchase or lease of real property to room 107, **seconded** by Mr. Spencer. Those voting yes: David Young, David Spencer, LaNae Millett, Debby Lauret, Jeff Lambson, Terry Peterson and Tom Macdonald. The motion **passed**.